

Auto Insurance Claim Request

Date: [Insert Date]

To: [Insurance Company Name]

Address: [Insurance Company Address]

Policy Number: [Your Policy Number]

Claim Number: [Claim Number]

Dear [Claims Adjuster's Name],

I am writing to formally submit a claim under my comprehensive auto insurance policy due to an incident that occurred on [Date of Incident].

Details of the Incident:

- Date of Incident: [Insert Date]
- Location: [Insert Location]
- Description of Incident: [Brief Description]
- Vehicle Information: [Your Vehicle Make and Model]

Attached are the documents supporting my claim, including:

- Copy of the police report
- Photographs of the damages
- Repair estimates

Please let me know if you require any additional information to process my claim. I appreciate your attention to this matter and look forward to your prompt response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email]